



LEROY D. BACA, SHERIFF

County of Los Angeles  
Sheriff's Department Headquarters  
4700 Ramona Boulevard  
Monterey Park, California 91754-2169



*A Tradition of Service*

November 09, 2010

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

22 November 9, 2010

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
Los Angeles, California 90012

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

Dear Supervisors:

**ACCEPT A GRANT AWARD FROM THE DEPARTMENT OF JUSTICE, OFFICE OF  
COMMUNITY ORIENTED POLICING SERVICES, FOR THE 2010 SECURE OUR  
SCHOOLS PROGRAM AND APPROVE AN APPROPRIATION ADJUSTMENT  
(SECOND AND FOURTH DISTRICTS) (4 VOTES)**

**SUBJECT**

Request Board approval for the Sheriff of the Los Angeles County Sheriff's Department (Department) to sign and accept a grant award in the amount of \$133,058 from the United States Department of Justice (DOJ), Office of Community Oriented Policing Services (COPS), for the 2010 Secure Our Schools (SOS) Program and approve an Appropriation Adjustment. This grant is for a 24-month period from September 1, 2010, to August 31, 2012. A required in-kind match of \$133,058 will be provided by Lawndale Elementary School District (LESD) and Norwalk-La Mirada Unified School District (NLMUSD), for a total program cost of \$266,116. This is the second time the Department has been funded for this program. The 2007 SOS Program ended August 31, 2010.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve and authorize the Sheriff, as an agent for Los Angeles County (County), to sign and accept the grant for the 2010 SOS Program from the United States DOJ, COPS, in the amount of \$133,058. The grant period shall be from September 1, 2010, to August 31, 2012.
2. Instruct the Chair of the Board to execute and provide a wet signature on the Grant Award Agreement (Attachment Number 1) as required by COPS.
3. Approve an Appropriation Adjustment to increase the Department's Patrol Budget in the amount of \$133,000 (Services and Supplies) for Fiscal Year (FY) 2010-11 to be fully offset by grant funding.

4. Authorize the Sheriff, or his designees, to accept, execute, and submit all future grant documents, including, but not limited to, applications, agreements, modifications, amendments, grant renewals, extensions, and payment requests that may be necessary for completion of the project.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The SOS Program provides funding to local governments to assist with the development of school safety resources. The Department, in partnership with the LESD and NLMUSD, applied for the SOS grant to improve school security and safety. Grant funds will be used to purchase a fingerprint LiveScan machine, laptops for the School Resource Officers (SRO), and surveillance systems to be installed at the school districts' high risk campuses within the Department's jurisdiction. Utilization of grant funds to purchase surveillance cameras and related security equipment will allow school administrators and the on-campus SRO to monitor activity in real-time. This equipment will assist with investigations, prosecutions, and in deterring criminal activity, thereby enhancing the safety efforts of the schools within their communities.

**Implementation of Strategic Plan Goals**

Approval of the recommended actions is consistent with the County's Strategic Plan, Goal 1, Operational Effectiveness, by enhancing the partnership with the school districts, and sharing and coordinating information technology; and Goal 5, Public Safety, by enhancing crime prevention and school safety measures to promote safety in the communities.

**FISCAL IMPACT/FINANCING**

An Appropriation Adjustment in the amount of \$133,000 (Services and Supplies) is requested to augment the Department's Patrol FY 2010-2011 Budget and will be fully offset by grant funds.

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

This Board letter has been reviewed as to form by County Counsel.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

This Grant Award will have a positive impact on the services currently provided by the Department, specifically the Norwalk Sheriff's Station and Lawndale Sheriff's Substation.

This Program supports the efforts of the Department to partner with the people that it serves and promote safety in the communities.

**CONCLUSION**

Upon Board approval, please return two copies of the adopted Board letter and the signed original Grant Award Agreement (Attachment Number 1) to the Department's Grants Unit.

Sincerely,



LEROY D. BACA  
Sheriff

LDB:JAT:jat

Enclosures



U. S. Department of Justice  
Community Oriented Policing Services  
Grants Administration Division  
Secure Our Schools

Treasury Account Symbol (TAS) 15X0406

Grant #: 2010CKWX0736

ORI #: CA01900

Applicant Organization's Legal Name: Los Angeles County Sheriff's Department

OJP Vendor #: 956000927

DUNS#: 028950678

**Law Enforcement Executive:** Sheriff Leroy D. Baca

Address: 4700 West Ramona Boulevard

City, State, Zip Code: Monterey Park, CA 91754

Telephone: (323) 526-5000

Fax: (323) 415-1000

**Government Executive:** Chairperson Molina Gloria

Address: 500 West Temple Street

City, State, Zip Code: Los Angeles, CA 90012

Telephone: (213) 974-4111

Fax: (213) 613-1739

Award Start Date: 9/1/2010

Award End Date: 8/31/2012

Award Amount: \$ 133,058.00

SEP 20 2010

Bernard Melekian  
Director

Date

By signing this award, the signatory officials are agreeing to abide by the Conditions of Grant Award found on the reverse side of this document:

  
Signature of Law Enforcement Official with the Authority to Accept this Grant Award

Leroy D. Baca, Sheriff  
Typed Name and Title of Law Enforcement Official

11-2-10  
Date

  
Signature of Government Official with the Authority to Accept this Grant Award

Gloria Molina, Chair of BOS  
Typed Name and Title of Government Official

NOV 9 2010  
Date

False statements or claims made in connection with COPS grants may result in fines, imprisonment, debarment from participating in federal grants or contracts, and/or any remedy available by law to the Federal Government.

Award ID:  
101854



U.S. Department of Justice  
*Office of Community Oriented Policing Services*  
**2010 Secure Our Schools (SOS) Grant Terms and Conditions**

By signing the Award Document to accept this Secure Our Schools grant, your agency agrees to abide by the following grant conditions:

1. **Grant Owner's Manual.** The grantee agrees to comply with the terms and conditions in the 2010 COPS Secure Our Schools Grant Owner's Manual; COPS statute (42 U.S.C. §. 3796dd, et seq.); 28 C.F.R. Part 66 or 28 C.F.R. Part 70 as applicable (governing administrative requirements for grants and cooperative agreements); 2 C.F.R. Part 225 (OMB Circular A-87), 2 C.F.R. Part 220 (OMB Circular A-21), 2 C.F.R. Part 230 (OMB Circular A-122) and 48 C.F.R. Part 31.000 et seq. (FAR 31.2) as applicable (governing cost principles); OMB Circular A-133 (governing audits); representations made in the COPS Secure Our Schools grant application; and all other applicable program requirements, laws, orders, regulations, or circulars.

2. **Assurances and Certifications.** The grantee acknowledges its agreement to comply with the Assurances and Certifications forms that were signed as part of its Secure Our Schools application.

3. **Allowable Costs.** The funding under this project is for the payment of up to 50% of approved costs to improve security at schools and on school grounds. The allowable costs for which your agency's grant has been approved are limited to those listed on the Financial Clearance Memorandum and Final Funding Memorandum, which are included in your agency's award packet.

The Final Funding Memorandum specifies the exact items/services that your agency is allowed to fund with your Secure Our Schools grant. The Financial Clearance Memorandum specifies the overall amount approved for each budget request category. It also describes any costs which have been disallowed after review of your proposed budget. **Your agency may not use Secure Our Schools grant funds for any costs that are not identified as allowable in the Financial Clearance Memorandum and Final Funding Memorandum.**

4. **Travel Costs.** Travel costs for transportation, lodging and subsistence, and related items are allowable under the Secure Our Schools program with prior approval from the COPS Office. Payment for allowable travel costs will be in accordance with 2 C.F.R. Part 225 (OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments), 2 C.F.R. Part 220 (OMB Circular A-21, Cost Principles for Educational Institutions), 2 C.F.R. Part 230 (OMB Circular A-122, Cost Principles for Non-Profit Organizations), and 48 C.F.R. Part 31.000, et seq. (FAR-31.2, Cost Principles for Commercial Organizations), as applicable.

5. **Supplementing, Not Supplanting.** State, local, and tribal governments must use Secure Our Schools grant funds to supplement, and not supplant, state, local, or Bureau of Indian Affairs funds that are already committed or otherwise would have been committed for grant purposes (hiring, training, purchases, and/or activities) during the grant period. In other words, grantees may not use COPS funds to supplant (replace) state, local, or Bureau of Indian Affairs funds that would have been dedicated to the COPS-funded item(s) in the absence of the COPS grant.

6. **Extensions.** Your agency may request an extension of the grant award period to receive additional time to implement your grant program. Such extensions do not provide additional funding. Only those grantees that can provide a reasonable justification for delays will be granted no-cost extensions. **Extension requests must be received prior to the end date of the award. Any extension requests received after an award has expired will be approved only under very limited circumstances.**

7. **Modifications.** Occasionally, a change in an agency's fiscal or law enforcement situation necessitates a change in its Secure Our Schools award. Grant modifications under the Secure Our Schools program are evaluated on a case-by-case basis. All modification requests involving the purchase of new budget items must be approved, in writing, by the COPS Office prior to their implementation. In addition, please be aware that the COPS Office will not approve any modification request that results in an increase of federal funds.

8. **Evaluations.** The COPS Office may conduct monitoring or sponsor national evaluations of the COPS Secure Our Schools program. The grantee agrees to cooperate with the monitors and evaluators.

9. **Reports.** To assist the COPS Office in the monitoring of your award, your agency will be responsible for submitting periodic programmatic progress reports and quarterly financial reports.

10. **Grant Monitoring Activities.** Federal law requires that law enforcement agencies receiving federal funding from the COPS Office must be monitored to ensure compliance with their grant conditions and other applicable statutory regulations. The COPS Office is also interested in tracking the progress of our programs and the advancement of community policing. Both aspects of grant implementation—compliance and programmatic benefits—are part of the monitoring process coordinated by the U.S. Department of Justice. Grant monitoring activities conducted by the COPS Office include site visits, office-based grant reviews, alleged noncompliance reviews, financial and program reporting, and audit resolution. As a COPS Secure Our Schools grantee, you agree to cooperate with and respond to any requests for information pertaining to your grant.

11. **Equal Employment Opportunity Plan (EEO).** All recipients of funding from the COPS Office must comply with the federal regulations pertaining to the development and implementation of an Equal Employment Opportunity Plan (28 C.F.R. Part 42 subpart E).

12. **Criminal Intelligence Systems.** Grantees using Secure Our Schools funds to operate an interjurisdictional criminal intelligence system must comply with operating principles of 28 C.F.R. Part 23. The grantee acknowledges that it has completed, signed and submitted with its grant application the relevant Special Condition certifying its compliance with 28 C.F.R. Part 23.

13. **Sole Source Justification.** Grantees who have been awarded funding for the procurement of an item (or group of items) or service in excess of \$100,000 and who plan to seek approval for use of a noncompetitive procurement process must provide a written sole source justification to the COPS Office for approval prior to obligating, expending, or drawing down grant funds for that item.

14. **Employment Eligibility.** The grantee agrees to complete and keep on file, as appropriate, a Bureau of Citizenship and Immigration Services Employment Eligibility Verification Form (I-9). This form is to be used by recipients of federal funds to verify that persons are eligible to work in the United States.

15. **False Statements.** False statements or claims made in connection with COPS grants may result in fines, imprisonment, or debarment from participating in federal grants or contracts, and/or any other remedy available by law.

16. **Additional High-Risk Grantee Requirements.** The recipient agrees to comply with any additional requirements that may be imposed during the grant performance period if the awarding agency determines that the recipient is a high-risk grantee (28 C.F.R. Parts 66 and 70).



**U. S. Department of Justice**  
*Community Oriented Policing Services*

**Grants Administration Division**  
**Secure Our Schools**

1100 Vermont Avenue, NW  
Washington, DC 20530

**Memorandum**

**To:** Sheriff Leroy D. Baca  
Los Angeles County Sheriff's Department

**From:** Andrew A. Dorr, Assistant Director for Grants Administration  
Keith Galeske, Grant Program Specialist  
Budget Prepared By: John A. Wells, Grant Program Specialist

**Re:** Secure Our Schools Financial Clearance Memo

A financial analysis of budgeted costs has been completed. Costs under this award appear reasonable, allowable, and consistent with existing guidelines. Exceptions / Adjustments are noted below.

**OJP Vendor #: 956000927      ORI #: CA01900      DUNS #: 028950678      Grant #: 2010CKWX0736**

<u>Budget Category</u>	<u>Proposed Budget</u>	<u>Approved Budget</u>	<u>Adjustments</u>	<u>Disallowed/Adjusted - Reasons/Comments</u>
Equipment	\$235,416.00	\$235,416.00	\$0.00	
Consultants/Contractors	\$30,700.00	\$30,700.00	\$0.00	
Direct Costs:	\$266,116.00	\$266,116.00	\$0.00	
<b>Grand Total</b>	<b>\$266,116.00</b>	<b>\$266,116.00</b>	<b>\$0.00</b>	
<b>Grand Total:</b>	<b>Federal Share:</b>	<b>\$ 133,058.00</b>		
	<b>Applicant Share:</b>	<b>\$ 133,058.00</b>		

**Cleared Date:** 8/2/2010

**Overall Comments:**



**Secure Our Schools  
Final Funding Memo**

**U.S. Department of Justice, Office of Community Oriented Policing Services**

Legal Name: Los Angeles County Sheriff's Department      ORI: CA01900  
 Grant Number: 2010CKWX0736      Date: September 28, 2010

	<u>Quantity</u>	<u>Cost/Item</u>	<u>Total Item Cost</u>	<u>Amount Disallowed</u>	<u>Total Allowed</u>	<u>Reason Disallowed/Adjusted</u>
Consultants/Contractors	1	\$ 30,700.00	\$ 30,700.00	\$ 0.00	\$ 30,700.00	
Labor, Installation, Programming and User Training						
<b>Total:</b>				<u>\$ 0.00</u>	<u>\$ 30,700.00</u>	

	<u>Quantity</u>	<u>Cost/Item</u>	<u>Total Item Cost</u>	<u>Amount Disallowed</u>	<u>Total Allowed</u>	<u>Reason Disallowed/Adjusted</u>
Equipment						
LiveScan Machine	1	\$ 10,998.00	\$ 10,998.00	\$ 0.00	\$ 10,998.00	
Laptops	4	\$ 2,974.00	\$ 11,896.00	\$ 0.00	\$ 11,896.00	
Surveillance System for 2 Middle Schools	1	\$ 82,337.00	\$ 82,337.00	\$ 0.00	\$ 82,337.00	
Surveillance System for 2 High Schools	1	\$ 130,185.00	\$ 130,185.00	\$ 0.00	\$ 130,185.00	
<b>Total:</b>				<u>\$ 0.00</u>	<u>\$ 235,416.00</u>	

**Grand Total:**      Total Federal Share:      \$ 133,058.00  
                                  Total Local Share:      \$ 133,058.00  
                                  Total Project Costs:      \$ 266,116.00  
                                  Total Disallowed Costs:      \$ 0.00

Cleared Date: 8/2/2010

Overall Comments:

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S. NO. 770

DEPARTMENT OF SHERIFF

November 9, 2010

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 10-11

4 - VOTES

SOURCES

USES

Sheriff's Department - Patrol Budget Unit
A01-SH-90-9031-15681-15682
Federal Grants \$133,000
Increase Revenue

Sheriff's Department - Patrol Budget Unit
A01-SH-2000-15681-15682
Services & Supplies \$133,000
Increase Appropriation

SOURCES TOTAL: \$ 133,000

USES TOTAL: \$ 133,000

JUSTIFICATION

Appropriation Adjustment to provide supplemental funding pursuant to grant #2010-CKWX0736, issued by the United States Department of Justice (US DOJ), Office of Community Oriented Policing (COPS), for the Secure our Schools Grant Program. This grant supports the School Resource Officer programs at Lawndale Elementary School District (LESD) and Norwalk-La Mirada Unified School District (NLMUSD).

ADOPTED BOARD OF SUPERVISORS COUNTY OF LOS ANGELES

AUTHORIZED SIGNATURE Conrad Meredith, Director, Financial Programs

BOARD OF SUPERVISOR'S APPROVAL (ALL REQUESTED) NOV 9 2010

SACHI A. HAMAI EXECUTIVE OFFICER

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR ---

- ACTION
RECOMMENDATION

- APPROVED AS REQUESTED
APPROVED AS REVISED

AUDITOR-CONTROLLER

BY Kaur Shikama

CHIEF EXECUTIVE OFFICER

BY Jacqueline White

B.A. NO. 054

Oct 27 20 10

Oct 27 20 10

**Los Angeles County Chief Executive Office  
Grant Management Statement for Grants Exceeding \$100,000**

**Department:** LOS ANGELES COUNTY SHERIFF'S DEPARTMENT

**Grant Project Title and Description: 2010 Secure Our Schools**

The Department, in partnership with Lawndale Elementary School District (LESD) and Norwalk-La Mirada Unified School District (NLMUSD), will be purchasing and installing surveillance cameras and related security equipment at both the school districts' high risk campuses to enhance the safety efforts of the schools within their communities.

**Funding Agency**

The U.S. Department of Justice,  
Office of Community Oriented  
Policing Services (COPS)

**Program (Fed. Grant # /State Bill or Code #)**

2010-CK-WX-0736

**Grant Acceptance Deadline**

ASAP

**Total Amount of Grant Funding:** \$133,058

**County Match:** \$133,058

**Grant Period:** 24-Months

**Begin Date:** September 1, 2010

**End Date:** August 31, 2012

**Number of Personnel Hired Under This Grant:**

**Full Time:** 0 **Part Time:** 0

**Obligations Imposed on the County When the Grant Expires**

Will all personnel hired for this program be informed this is a grant-funded program? Yes N/A No \_\_\_

Will all personnel hired for this program be placed on temporary ("N") items? Yes N/A No \_\_\_

Is the County obligated to continue this program after the grant expires? Yes \_\_\_ No X

If the County is not obligated to continue this program after the grant expires, the Department will:

a). Absorb the program cost without reducing other services Yes \_\_\_ No X

b). Identify other revenue sources Yes \_\_\_ No X

(Describe) \_\_\_\_\_

c). Eliminate or reduce, as appropriate, positions/program costs funded by the grant. Yes X No \_\_\_

**Impact of additional personnel on existing space:** There is no impact as this grant funds will only be used for the purchase and installation of security and surveillance equipment in the high risk campuses of LESD and NLMUSD

**Other requirements not mentioned above:** The 50% match of \$133,058 will be contributed by LESD and NLMUSD.

**Department Head Signature**

*Vee Baca*

**Date**

10/22/10